

**HITCHIN COMMITTEE**  
**DATE: 12<sup>th</sup> October 2021**

**PART 1 – PUBLIC DOCUMENT**

**TITLE OF INFORMATION NOTE: CHARNWOOD HOUSE, HITCHIN**

INFORMATION NOTE OF THE: Senior Estates Surveyor

EXECUTIVE MEMBER: Councillor Sam Collins

PRIORITY: BUILD THRIVING AND RESILIENT COMMUNITIES &  
ENABLE AN ENTERPRISING AND CO-OPERATIVE  
ECONOMY

**1. SUMMARY**

- 1.1 Update Committee on outcome of community engagement for Charnwood House.
- 1.2 Request Committee's approval to seek Cabinet's authority to lease & market building.

**2. STEPS TO DATE**

- 2.1 Community engagement exercise undertaken by way of two open days at Charnwood House, held 3<sup>rd</sup> & 4<sup>th</sup> September 2021, and via questionnaire.
- 2.2 Over 160 questionnaires completed and returned to NHDC by community members.

**3. INFORMATION TO NOTE**

- 3.1 Analysis of questionnaires so far shows a range of popular ideas for a community hub.
- 3.2 Overall, very positive feeling and constructive feedback to community hub idea.

**4. NEXT STEPS**

- 4.1 Committee to note outcome of the community engagement exercise.
- 4.2 Committee to approve seeking Cabinet's authority to dispose of Charnwood House by way of a lease and to market the property for leasing by informal tender.

**5. APPENDICES**

- 5.1 Appendix A: Draft community engagement background document.
- 5.2 Appendix B: Draft community engagement questionnaire.
- 5.3 Appendix C: Questionnaire that was available at both open days.

**6. CONTACT OFFICERS**

- 6.1 Christopher Robson, Senior Estates Surveyor [christopher.robson@north-herts.gov.uk](mailto:christopher.robson@north-herts.gov.uk); ext 4252.

**7. BACKGROUND PAPERS**

- 7.1 None.